

**Joint Minutes of the Comprehensive Development Plan Advisory Committee
and the Land Use, Housing and Transportation Element Subcommittee
Thursday, December 20, 2007**

Mr. Siepmann called the meeting to order at 9:05 a.m.

Subcommittee Members Present

- Jim Siepmann, Comprehensive Development Plan Advisory Committee Representative
- Tim Barbeau, R.A. Smith and Associates
- Bill Freisleben (for Matt Carran), Village of Menomonee Falls
- Harlan Clinkenbeard, City of Pewaukee
- Marilyn Haroldson, Town of Merton
- Kathy Moore, Town of Mukwonago, Village of Oconomowoc Lake
- Bruce Kaniewski, Ruekert and Mielke
- Kori Schneider, Metropolitan Milwaukee Fair Housing Council
- Richard Mace, Planning and Zoning Manager, Waukesha County Department of Parks and Land Use
- Jason Gallo, City of Oconomowoc
- Henry Elling, Town of Summit
- Jeff Musche, Town of Lisbon
- Gary Goodchild, Town of Ottawa, Waukesha County Park and Planning
- Wally Thiel, Village of Hartland
- Doug Koehler (for Steve Crandell), City of Waukesha
- Brian Pionke, Independent Inspections, Towns of Waukesha, Eagle and Village of Big Bend
- Bill Biersach, Village of Chenequa
- Roger Dupler, City of Delafield

Committee Members

Absent (Name and Municipality):

- Matt Neumann, Neumann Enterprises
- Richard Bolte, Waukesha County Public Works Department
- Matt Carlson, City of Delafield
- Jeff Herrmann, Towns of Oconomowoc and Genesee
- Phil Evenson, Southeastern Wisconsin Regional Planning Commission
- Dan Ertl, City of Brookfield

Staff Contacts:

- Dale Shaver, Director, Waukesha County Department of Parks and Land Use
- Rick Kania, Southeastern Wisconsin Regional Planning Commission
- Jerry Braatz, UW Extension Associate Professor of Community Development
- Sandy Scherer, Senior Planner, Waukesha County Department of Parks and Land Use
- Jason Fruth, Senior Planner, Waukesha County Department of Parks and Land Use
- George Morris, Environmental Health Manager, Waukesha County Department of Parks and Land Use

Others Present:

None.

Public Comment

None.

Approval of the October 25, 2007, Minutes for the Advisory Committee

- *Mr. Clinkenbeard moved, seconded by Mr. Pionke and carried unanimously, for approval of the October 25, 2007, Minutes.*

Approval of the October 23, 2007, Minutes for the Land Use, Housing and Transportation Subcommittee

- *Mr. Clinkenbeard moved, seconded by Ms. Moore and carried unanimously, for approval of the October 23, 2007, Minutes.*

Discussion of Chapter 5 - Housing

Mr. Shaver presented the draft Chapter 5 to the Committee and Subcommittee for review. Mr. Braatz noted that additions to the text are highlighted. The Committee and Subcommittee reviewed the document and indicated the following text changes to be made:

- Page 5-2, under the heading “Waukesha County Housing Strengths, Concerns, and Weaknesses”, the sentence should read, “The Waukesha County Comprehensive Planning land Use Housing and Transportation Subcommittee expressed the following **transportation housing** strengths, concerns, and weaknesses”.
- Page 5-2, under “Housing Concerns and Weaknesses”, eighth bullet “A need for more energy and water efficient construction/green building”, clarify statement.
- Page 5-5, under “Vacancy”, fourth paragraph, second line 130,373 should be **103,373**.
- Page 5-6, sixth sentence in paragraph should read, “It is too early to tell how the **downturn in the housing market downward spiral** that began in late 2006.....”
- Page 5-6, add facts/data regarding the downward trend in housing. If data is not available place a note in the text that the statement is not supported by statistics.
- Page 5-10, third sentence, second to last paragraph on the page, “Table V-9 displays monthly.....”, \$446 should read \$442.
- Page 5-11, last paragraph, add language stating that the source for the statistics of the other counties is from the Bureau of the Census.
- Page 5-18, third paragraph, add reference to which Table this particular information is included.
- Format Table on Pages 5-24 to 5-26.
- Page 5-23, Table V-13b, specify if Multi-Family Residential includes condominiums.
- Page 5-28, update Town of Brookfield data on Table V-15.
- Page 5-29, under “Affordable Housing Need Assessment”, contact Waukesha Housing Authority” regarding vouchers for rent assistance vs. waiting lists.
- Page 5-33, Table V-20, add “Waukesha County” row to table.

- Page 5-37, under “Household Income” second paragraph, last two sentences and bullets, check figures, calculations seem incorrect. Also, expand on the fact that approximately 48% of the persons living in Waukesha County cannot afford to live in the County.
- Page 5-41, Part 2: “Housing Programs Available in Waukesha County”, provide text as to how much block grant monies are brought into Waukesha County by CDGB and the Home program.
- Page 5-47, “Household Size”, revise fourth sentence to read, “A higher percentage of smaller housing units, multi-family, **independent** and assisted living units may be required to better meet the housing needs of smaller households, including the increase in one- and two-person empty nesters and elderly households **and persons with disabilities**.”

Mr. Shaver explained (Page 5-46) how Waukesha County worked with the Town of Mukwonago to develop a sample methodology to analyze the value of existing housing stock. Waukesha County could assist the communities that go through the process by utilizing the local assessment data to help accurately plot out the municipalities existing housing stock in the Land Information System.

Mr. Mace asked if a motion for approval for the chapter could be made with the above changes? Members of the Subcommittee and Committee indicated they would like the changes to be made and additional text added by the staff and the chapter presented at the next meeting. Mr. Mace suggested due the two hour meeting times, the Subcommittee and Committee members submit the text and changes by e-mail to the staff for updating and incorporating into the chapter. The final version of the chapter would then be presented at the next meeting.

Mr. Clinkenbeard moved, seconded by Ms. Moore and carried unanimously, to table the approval of Chapter 5 until the next meeting of the Committee.

Discussion on Draft Table of Contents for Chapter 7 – Land Use

Mr. Braatz presented the draft Land Use Chapter outline to the Committee and Subcommittee. There was discussion on how to include all local plans to meet the goals and objectives of the County’s Plan. Many of the communities felt they could not complete their local plans by June 2008.

Mr. Pionke moved, seconded by Mr. Musche and carried unanimously, to approve the draft outline for the Table of Contents for Chapter 7.

Upcoming Meeting Dates:

It was decided the next meeting of the Comprehensive Development Plan Advisory Committee would be held Tuesday, March 4, 2008, from 3:00 p.m. to 5:00 p.m. in Room 255/259 of the Waukesha County Administration Center.

It was decided the next meetings of the Land Use, Housing and Transportation Subcommittee meeting would be held Tuesday, January 29, 2008 and Thursday, February 21, 2008, from 9:00 a.m. to 11:00 a.m. in Room 255/259 of the Waukesha County Administration Center. *(After checking on room availability, the time for the February 21, 2008, meeting will be changed to 8:30 a.m. to 10:30 a.m. in Room 255/259).*

There being no further business to come before the Committee and Subcommittee, Ms. Schneider moved, seconded by Mr. Clinkenbeard and carried unanimously to adjourn at 11:00 a.m.